

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2015-060 **Issue Date:** 04-01-15 **Closing Date:** 04-21-15

Associate Judge-Law Trained
YN Tribal Court
Department of Justice Services
Hourly Wage: \$40.56/Regular/Full-Time

The Associate judge shall hear and determine all matters fully and regularly filed in the Yakama Tribal Court. The Associate Judge shall have the power to: Issue any written order, decree, judgement and legal memorandum necessary and proper to the complete exercise of their powers; To issue subpoenas to compel witnesses or documents, or both, on the motion of any party on their own in the proceeding before him/her and may hold in contempt any party or person for failure to comply with such subpoena after being properly notified and without legal justification for failing to do so; To Administer fines, penalties, dismissals, forfeitures, costs, restitution, hold in contempt, defer prosecutions, impose, suspend, or defer jail time; To hold arraignments, preliminary hearings, pre-trials, post trials, sentencing and may sit on the Yakama Nation Court of Appeals where it does not conflict with trial duties and was not an appeal that he/she sat on at trial level; To Follow the federal rules of evidence; To use the federal rules of Criminal and Civil Procedures as guidelines when Tribal Law or custom does not apply.

Knowledge, Skills and Abilities:

- Knowledge and application of the laws, rules, regulations and ordinances in effect on the Yakama Reservation, Including Indian Civil Rights Act (ICRA), and the Indian Child Welfare Act (ICWA).
- Knowledge of the customs, traditions and Tribal Law of the Yakama Nation.
- Knowledge of legal practices and standards within the Yakama Nation law & Order Code.
- Knowledge of managerial practices and methods, including personnel, budget, finance, grants/contracts, property, records and organization.
- Knowledge of the Tribe's organizational structure, channels of communication, and standard operating manuals and Tribal directives.
- Knowledge of the surrounding communities, legal systems and Human Services resources to network client services.
- Skill in dealing with persons in conflict.
- Skill in communication, public speaking and interpreting laws and findings of the court.
- Ability to work within established policies, rules and procedures.
- Ability to understand and interpret constitutional provisions, statutes administrative regulations and case precedence.
- Ability to take independent, decisive action, with the ability to weigh all facts presented and render a clear, quick, fair and impartial decision.
- Ability to establish and maintain effective working relationships with public officials, Tribal employees, public agencies and Tribal Membership.
- Ability to work under stressful and abrupt conditions and demonstrate good moral and temperate habits.

General Recruiting Indicators:

- Minimum Graduation from an accredited school of law with a Juris Doctorate Degree, Washington State Bar member preferred, and one year experience in professional legal work.

Special Requirements:

- Required to pass a pre-employment drug and alcohol test.
- Must successfully pass a pre-employment background check.
- Membership or an enrollment in the Yakama Nation, or in any Indian Nation within the United States.
- A resident of the Yakama Indian Nation or the ceded area at the time of appointment.
- In addition to the Yakama Nation Employee Human Resources Policies Manual and the Tribal Classification Pay Plan System, the judicial staff in subject to the Revised Yakama Law & Order Code.
- Judge positions are four-year appointments by the Yakama Nation Tribal Council Resolution. The judiciary body is separate in power from the legislative, enforcement, and administrative Tribal Government bodies; with exception of general administrative program management directives, guidelines and policies.